



## Town of Crested Butte

# Adopt-A-Bench Program

*Honor a loved one. Share your memories.  
Support Crested Butte parks.*



**CRESTED BUTTE**  
**Parks & Recreation**

### ***Thank you for supporting Crested Butte's parks by adopting a bench.***

The Adopt-A-Bench program was created to provide a meaningful way for people to remember loved ones and share fond memories of Crested Butte, while enhancing our parks and public spaces for the enjoyment of all. Your donation will provide your choice of either a new bench (\$1,000) or a refurbished bench (\$500) and will include the installation of a personalized 6"x 4" brass plaque affixed to the back of the bench. Bench adoptions are fully tax-deductible.

### ***About our Benches***

Our bench frames are made by a local welder and our park crew assembles the wooden slats. For ease of maintenance, plaque installation and winter storage, all adoptable benches are consistent in design and materials.

### ***Bench Locations***

Please review the attached Bench Locations Map. Please note that bench locations are for the summer months (June-September) only. Benches will be removed seasonally to allow for snow removal and will be replaced in the spring. The Parks and Recreation Department will work with donors to accommodate preferred bench placement locations, however due to various circumstances, preferred locations might not be available. Benches may be temporarily or permanently relocated and Crested Butte Parks and Recreation will make every possible effort to contact bench donors if relocation is necessary. Please keep contact information current with the Parks and Recreation office.

### ***Longevity of Adoption***

The costs outlined above cover maintenance of your bench for 10 years. Crested Butte Parks & Recreation reserves the right to remove a plaque should a donor choose not to renew after the initial 10 year period comes to an end. It is the donor's responsibility to inform Crested Butte Parks & Recreation of the desire to re-adopt, and keep contact information current. We will attempt to contact donors using information provided prior to the removal of a plaque.

### ***Plaques***

A plaque created by the vendor of your choice will be installed on your adopted bench. Bench installation may vary from six to twelve weeks after plaque is received based upon lead time for benches and park crew work load. Plaques must be etched or engraved metal with a dimension of 6"x 4" and 1/16" thick, have screw holes in each corner, and must be inscribed with words only (no images). Please email a proof of your proposed plaque inscription and materials to [recreation@crestedbutte-co.gov](mailto:recreation@crestedbutte-co.gov) for approval by the Parks and Recreation Department prior to purchasing a plaque. Once the plaque is approved, you are responsible for ordering the plaque from the vendor of your choice. [The Sign Guys & Gal](#) is a local vendor that is familiar with plaque requirements. Please work directly with your vendor on questions regarding plaque design, materials, fabrication costs, and production times.

## Donation Information

Donor Name	Phone Number	Email Address
Mailing Address	City	State Zip Code
Preferred Location #1	Preferred Location #2	Preferred Location #3

- ✓ Please accept this donation to the Adopt-A-Bench program in the amount of:

- ☐ \$1,000 to purchase a new bench  
☐ \$500 to refurbish an existing bench

- ✓ I have attached a proof of the design for approval:

\_\_\_\_\_

Initials

- ✓ I have included a check made payable to "Town of Crested Butte":

\_\_\_\_\_

Initials

- ✓ I understand that my 10 year period ends in 20\_\_\_\_\_:

\_\_\_\_\_

Initials

## Policy Statement

1. The Parks and Recreation Department will work with donors to accommodate preferred bench placement locations, however due to various circumstances, preferred locations might not be available. Purchase of a bench is subject to availability and on a first-come first-served basis. Payment must be received in full prior to the order and placement of benches.
2. The Parks and Recreation Department will be responsible for the placement, seasonal removal, maintenance, and retirement of all benches.
3. The cost of benches is based upon purchase price, plaque installation, and basic maintenance for 10 years.

## Payment

Please deliver plaques ready for installation, this completed form, plaque design proof, and a check payable to "Town of Crested Butte" to:

**Town of Crested Butte  
Parks and Recreation  
PO Box 39  
Crested Butte, CO 81224**

## Please Read

*By submitting this form to Crested Butte Parks & Recreation, I acknowledge that I have read and agree to the statements above and understand that my contribution will be placed into the Adopt-A-Bench fund, the purpose of which is to maintain all Crested Butte park benches, and that Crested Butte Parks & Recreation reserves the right to temporarily or permanently alter or relocate benches. I also understand that it is my responsibility to update Crested Butte Parks & Recreation with my current contact information. The Town of Crested Butte is not responsible for damaged or stolen plaques or benches.*

\_\_\_\_\_  
**Donor Signature**

\_\_\_\_\_  
**Date**